

2008-09 MONTHLY FINANCIAL REPORT

AS OF May 31, 2009

Prepared by: Finance

The Honorable Mayor and Members of the City Council:

The financial report for the month ending May 31, 2009 is presented for your review and comment. Year-end is upon us, finance is working on making sure all revenues are recognized and all expenditures for the fiscal year are appropriately classified. We believe there will be no encumbrances from purchasing activities to carry-over at year-end. Finance is also now preparing to make the transition to new financial software. This will take a significant effort over the several months while also closing the books on the prior year.

General Fund - Revenue

- Real Property Taxes Collections for the calendar year 2009 taxes are now being deferred to FY 2010. The reconciliation with Salt Lake County is now done for calendar year 2008 collections.

 Additional revenues for the current fiscal year will be recognized from reported prior year delinquent taxes that may be collected through August 31st.
- Sales Tax Collections Collections for the city occur two months behind the merchant's collection. The current distributions are included in this report and are significantly ahead of the prior year collections at this point in time based on the current adjusted budget. The budget was adjusted down significantly and therefore the percentage collected is up significantly. Three additional months of revenue (through August) will be added to this fiscal year's total.

 Finance believes the City is still on target to collect at least \$5,000,000 for the 2008-09 year.
- E911 Emergency Fees The City continues to receive a part of the E911 revenues generated on telephones within the

 City boundaries. Finance has re-evaluated the expectations of improvements to E911 fee

 reporting by telecommunication companies. We expect to see significant improvement at the

 end June in monthly collections, due to a confirmation that the last significant telecomm will

 correct their reporting of 911 fees.
- Fee-In-Lieu of Property Taxes Collections for the calendar year 2009 taxes are now being deferred to FY 2010. The final reconciliation with Salt Lake County is now done for calendar year 2008 collections which exceeded budget by \$5,700 and prior year revenue by nearly \$300.
- Franchise Taxes (Cable TV) This revenue source reports and remits on a quarterly basis and appears to be on budget.

 Transient Room Tax Collections This tax collection is reported by entities on the same schedule as general sales tax reporting. Most collections of this tax occur during the winter ski months.
- Licenses and Permits —Business Licensing is on budget YTD, but down year-over-year by \$20,000 or 8.5 percent.

 Animal licensing collections have improved and the budget has been adjusted accordingly.

 Building permits are well ahead of the revised budget. Road Cuts revenues are billed monthly along with over the counter payments. Billings are current as they are reported complete by public works department and will come very close to budget.
- Intergovernmental Revenues Class C road funds are paid bi-monthly, and the budget has been revised to reflect the anticipated reduction in revenues, with the last payment for the fiscal year now collected, it

appears the Cities collections will be \$53,000 short of budget. Liquor Funds are distributed once a year in December and were short of the original budget. Other Federal Grants (CDBG) are reimbursed to the City as expenses are submitted for funding. We have received a majority of the budgeted CDBG revenues. Many other small grants have been added during the year and have various statuses of collections.

Charges for Service – Zoning revenue budget has been reduced nearly 60 percent. This is reflective of the fact that new building starts are down. Current revenues are now significantly ahead the revised budget.

Fines and Forfeitures – We continue to receive remaining revenues from Salt Lake County Justice Courts on tickets issued prior to July 1, 2007. At June 30, 2008 there were several hundred tickets that are inactive and have a bench warrant assigned to them from the Salt Lake County Justice Court. Revenues from tickets processed through Holladay Justice court are reconciled and but have only been posted through December, 2008. The estimate of total revenues is currently \$250,000 and final numbers will be posted for next month's report.

Interest/Miscellaneous – The interest earnings on our PTIF account with the State Treasurer is split among General Fund and Capital Projects Fund and other designated fund balances. Total earnings in all funds in the PTIF for the year are \$176,100. This is less than half as much as the City earned in the prior year, due to lower interest rates paid on about twenty percent less funds.

General Fund - Expenditures

General Government – All general government expenditures have been moved into the City Manager's line. Data

Processing expenditures have been moved into Finance. All department expenditures are as expected within budgeted amounts. Courts expenditures only include activity for the Holladay Court through December, 2008. It is expected that the Holladay Court expenditures will be approximately \$200,000. (See additional data on the Community Events and Project / Programs Summary which shows expenditures & revenues through April 20th.)

Public Safety -

The Public Safety department includes police, fire and ordinance enforcement. The Unified Fire department bills the city quarterly. All department expenditures are as expected within budgeted amounts.

Highways & Public Improvements - Public Works expenditures are within budget. Impact Fee Programs include both

Storm Water and Transportation fee projects. We expect to identify various projects that qualify as impact fee expenditures by year-end and make the appropriate journal entries. The Class C Road program budget is primarily for street lighting, water and the Salt Lake County Public Works contract.

Planning -

Department expenditures are within budget.

Business Licensing -

Department expenditures are within budget.

Debt Service -

The City had no outstanding debt as of prior year-end. We now have entered into a financing agreement to purchase a fleet of police vehicles. With a down payment in the current year, our first debt service payment will be in fiscal year 2010.

General Fund - Other Financing Sources and Uses

Appropriated Beg Balances – Class C Road funds' beginning balance has been entered with a \$233,950 balance carried forward from FY 2008.

Impact Fees - Impact fee collections reflect the down turn in building permits.

Proceeds from Capital Leases – The capital lease for police vehicles has been funded for \$826,985.

Appropriated General Fund balance – The unreserved general fund balance available from fiscal year 2008 for appropriation is \$275,593

Transfers - Transfers are budgeted and primarily expended at year-end when available funds are known.

The original budget transfer to Capital Projects has been reduced approximately \$1,237,597.

General Fund - Fund Balance

Fund Balance (Expected) - The Beginning Balance Restricted Fund for fiscal year-end 2008 is included on the financial report. The ending General Fund restricted fund balance will maintain a 6.0 percent balance of \$936,166, and the unrestricted balance actually decreased by \$24,093 to a total of \$275,593. As noted above, the Class C Road funds' carried forward fund balance of \$233,950.

Capital Projects - Revenue

Grants - In 2007-08 we received approximately \$910,000 in grant revenue for capital projects and

expect to receive addition grants in the current year. We have now received a \$1,000,000

grant from the State of Utah for the Fort Union road reconstruction.

Revenue - Interest calculations are based on the PTIF earnings rate at the State of Utah Treasurer's Pool

account for the City.

Capital Projects - Expenditures

General Government – This budget has been revised to \$5,626,528 for projects and engineering. Various projects are now itemized as line items in this report. The balance of the fund will remain in fund balance.

Capital Projects - Other Financing Sources

Transfers from General Fund – The budgeted transfer of \$1,499,074 from the General Fund will be needed to balance this fund and will be made at year end. This is approximately \$1,150,000 less than originally budgeted.

Unreserved Capital Projects Beginning Balance – This amount of \$8,856,965 represents the prior year ending balance in the Capital Projects Fund that has been carried forward.

Employee Benefits Fund – an Internal Service Fund

The purpose of this fund is to pay as you go with regards to employee's accrued benefits.

This report has been newly formatted and updated. It will now show the total balance in the PTO liability account and any uses during the reporting period. The year-end calculated

amount of the potential liability for lump sum payouts has been funded and the adjusting entry has been made equal to potential liabilities. By doing so the City should never find itself with an unexpected or unfunded employee benefit liability. This was funded \$20,428 in FY 2008 based on actual accrued employee PTO (Personal Time Off) and is budgeted to receive an additional \$88,706 funding at year-end.

Community Events & Program/Projects Summary

Attached to this report is a Community Events & Program/Projects Summary. This is a brief summary for budgetary review of expenditures by specific program or project with current balances as of the date listed. All Capital Projects are listed on page 10 under the Capital Projects Fund statement.

I welcome your inquiries and appreciate the opportunity to serve.

Sincerely,

David Muir

Director of Finance Cottonwood Heights

"City between the Canyons"

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11 - General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending May 31, 2009

91.6% Year Elapsed

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
	\$6,600,000 5,200,000 207,000 500,000 251,654 25,000	\$6,300,000 4,600,000 204,000 500,000 250,000 25,000	\$20,966 411,981 18,607 3,358	\$6,354,592 \$3,760,045 \$160,346 \$505,711 \$186,940 \$21,644	0 0 0 0 0 0	(\$54,592) 839,955 43,654 (5,711) 63,060	101% 82% 79% 101% 75%
	12,783,654	11,879,000	454,912	\$10,989,276	0\$	889,724	%26
	250,000 25,000 250,000 100,000	250,000 12,000 200,000 50,000	6,120 603 43,591 1,604 4,450	\$230,320 \$11,767 \$246,413 \$3,043 \$42,640	0 0 0 0 0 0	19,680 233 (46,413) (3,043) 7,360	,
	625,000	512,000	56,369	\$534,184	\$	(22,184)	104%
	65,000	70,000 80,000 24,174 11,382 15,080	586'6	\$42,585 \$5,225 \$17,506 \$11,382 \$3,803 \$2,700	9 9 9 9 9 9	27,415 74,775 6,668 11,277	61% 72% 72% 100% 25% 90%
	1,271,561 40,000	12,000 1,150,000 33,563	187,206	\$0,209 \$1,096,913 \$33,563	08	53,087 53,087 0	52% 95% 100%
TOTAL INTERGOVERNMENTAL REVENUES	1,376,561	1,399,199	197,191	\$1,219,886	0\$	179,313	82%
	116,000	50,000	2,794	\$64,752	0\$ 80	(14,752)	130% 561%
	118,000	50,150	3,550	\$65,593	0\$	(15,443)	131%
	282,790	270,884	1,551	\$112,064	0\$	158,820	41%
	282,790	270,884	1,551	\$112,064	0\$	158,820	41%

Cottonwood Heights

	91.6%	Year Elapsed
II - General Fund	Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual	For the Fiscal Period Ending May 31, 2009

_	YTD Actual % of Amended Budget	128% 88% 103%	106%	92%			79% 76%	32%	<i>%LL</i>	31%	31%	%92	%92	7,5	80%	85%	%98	%11	73%
	Uncollected or Available Budget	(\$6,925) 3,611 (131)	(3,446)	1,186,784			110,710 27,648	7,643	146,001	147,465	147,465	179,691	179,691	93 507	32,820	11,127	38,696	176,150	649,306
	Outstanding Encumbrance	0 \$ \$ \$ \$ \$	0\$	\$0			088	0.	%	0\$	\$0	\$0	\$0	Ç	80	\$0	\$0	\$0	0\$
	YTD Actual	\$31,925 \$25,653 \$4,131	\$61,710	\$12,982,713			\$409,831 \$89,225	\$3,607	\$502,663	\$67,535	\$67,535	\$575,732	\$575,732	\$144 487	\$132,555	\$63,613	\$244,237	\$584,892	\$1,730,823
222 (22)	Current Month Actual	\$2,966 150 342	3,458	717,031			(11,713) 6,233	12/	(5,354)			51,070	51,070	10.277	13,667	5,249	20,557	49,750	95,467
	Amended Budget	\$25,000 29,264 4,000	58,264	14,169,497			520,541 116,873	062,11	648,664	215,000	215,000	755,423	755,423	237 994	165,375	74,740	282,933	761,042	2,380,129
	Adopted Budget	\$250,000	250,000	15,436,005			423,567 86,323	067,11	521,140	270,000	270,000	634,409	634,409	239 382	165,375	70,449	301,515	776,721	2,202,270
	Description	MISCELLANEOUS REVENUE Interest Revenues Miscellaneous Revenues Accident Report Fees	TOTAL MISCELLANEOUS REVENUES	TOTAL REVENUES	EXPENDITURES	GENERAL GOVERNMENT	Magnetic School	Planning Commission	TOTAL LEGISTLATIVE	JUDICIAL Courts & City Prosecutor	TOTAL JUDICIAL	EXECUTIVE & CENTRAL STAFF City Manager	TOTAL EXECUTIVE & CENTRAL STAFF	ADMINISTRATIVE AGENCIES Finance	Attorney	Treasurer	Recorder	TOTAL ADMINISTRATIVE AGENCIES	TOTAL GENERAL GOVERNMENT

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91.6%	Year Elapsed
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual	For the Fiscal Period Ending May 31, 2009

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
PUBLIC SAFETY Police Fire Ordinance Enforcement	\$5,863,124 3,151,987 161,200	\$6,508,401 3,029,451 162,298	\$305,058 16,636 12,244	\$5,545,252 \$2,990,993 \$138,633	\$4,763 \$0 \$0	\$963,149 38,458 23,665	85% 99% 85%
TOTAL PUBLIC SAFETY	9,176,311	9,700,150	333,938	\$8,674,878	\$4,763	1,025,272	%68
HIGHWAYS AND PUBLIC IMPROVEMENTS Public Works (City Dept) Impact Fee Program Class C Road Program	281,195 60,000 1,271,561	262,397 60,000 1,373,950	15,081	\$207,666 \$0 \$1,024,714	0\$ 0\$	54,731 60,000 349,236	79% 0% 75%
TOTAL HIGHWAYS AND PUBLIC IMPROVMENTS	1,612,756	1,696,347	31,486	\$1,232,380	0\$	463,967	73%
COMMUNITY AND ECON DEV Planning Business Licensing	571,170 53,701	493,159 62,759	30,303	\$434,787 \$53,68 <u>7</u>	09 90 90 90 90 90 90 90 90 90 90 90 90 9	58,372 9,07 <u>2</u>	%98 %98
TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT	624,871	555,918	35,018	\$488,474	0\$	67,444	%88
DEBT SERVICE							
TOTAL EXPENDITURES	13,616,208	14,332,544	495,909	\$12,126,554	\$4,763	2,205,990	85%
Excess (Defic) of Revenues over Expenditures	1,819,797	(163,047)	221,122	\$856,159	(\$4,763)	(1,019,206)	-525%

91.6% Year Elapsed Cottonwood Heights
11 - General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending May 31, 2009

YTD Actual % of Amended Budget	100% 43% 100% 100%	%86	181%	%0	%0	-801%	100%	476%	100%
Uncollected or Available Budget	\$0 34,221 0	34,222	(984,984)	1,499,074	1,499,074	(2,484,058)		(2,484,058)	(2,484,058)
Outstanding Encumbrance	0\$ 0\$	0\$	(\$4,763)	80	\$	(\$4,763)	\$0	(\$4,763)	\$0 (\$4,763)
YTD Actual	\$223,950 \$25,779 \$826,985 \$275,593	\$1,352,306	\$2,208,465	08	\$0	\$2,208,465	\$936,166	\$3,144,632	\$936,166 \$2,208,465
Current Month Actual	8,409	8,409	229,531			229,531		229,531	229,531
Amended Budget	\$223,950 60,000 826,985 275,593	1,386,528	1,223,481	1,499,074	1,499,074	(275,593)	936,166	660,573	936,166 (275,593)
Adopted Budget	60,000	829,171	2,648,968	2,648,968	2,648,968		936,166	936,166	936,166
Description	OTHER FINANCING SOURCES Reserved Class C Roads Beg Bal Appropriated Impact Fees - Current Year Collections Proceeds from Capital Leases Unreserved Beg Fund Balance Appropriated	TOTAL OTHER FINANCING SOURCES	Subtotal Available Revenues & Sources	OTHER FINANCING USES Transfers to Capital Projects Fund	TOTAL OTHER FINANCING USES	Current Change in Fund Balance	GENERAL FUND RESTRICTED BALANCE	FUND BALANCE (Expected)	Fund Balance Detail Restricted Fund Balance Ending Prior YE Current Change In Unrestricted Fund Balance

Cottonwood Heights
45 - Capital Projects Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending May 31, 2009

91.6% Year Elapsed

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Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
REVENUES State Government Grants Interest Revenues	300,000	\$1,375,000 140,802	6,828	\$1,000,000	0\$ \$	\$375,000 (6,318)	73% 104%
TOTAL REVENUES	300,000	1,515,802	6,828	\$1,147,120	\$0	368,682	%92
EXPENDITURES Pavement Maintenance	1.200.000	2.204.153		\$792,074	09	1,412,079	36%
ADA Ramps Ft Union Level Course	200,000	157,000 240,000		\$50,525	& &	106,475	32% 38%
Public Works GIS Inventory Bus Bench Installation	25,000	25,000 23,316	2,456	\$16,556 \$23,316	O\$ 60	8,444	66% 100%
Traffic Calming	75,000	75,000	7,745	\$61,657	\$0	13,343	82%
Storm Drain Improvements Caballero Storm Drain	450,000	203,833 58.667	10,320	\$96,479 \$58 667	08	107,354	47%
Reindeer Storm Drain		233,035		\$233,025	\$0\$, L	100%
Cross Gutter Replacement	50,000	66,756		\$46,437	G 6	20,319	70%
Big Cottonwood Cyn Trail	060, 706,1	1,111,314		\$715.642	G 68	395.672	0% 64%
Parks, Trails and Open Space	4,992,245	175,000	3,348	\$183,552	\$0	(8,552)	105%
Traffic Signal Upgrades	179,820	179,820		\$48,949	ος (130,871	27%
Sureet Lighting Program Bridge Rehabilitation	25,000	46,000 52,000	21 241	\$25,900	O\$ 6	20,100	56%
Danish Road Project	225,000	204,000	: ! !	\$37,170	₽	166,830	18%
Transportation Plan update	20,000	35,000		\$36,929	\$0	(1,929)	106%
Storm Water Plan update Ft Union Timing Study	30,000	30,000		\$4,145	O\$ \$	25,855	14%
Storm Drain Cleaning & Maintenance	100,000	106,534		\$8,511	Q Q	98.023	% %
Park Improvements	•	75,000		\$34,617	\$0	40,383	46%
Sidewalk Replacement Miscellaneous Small Projects	225,000	75,000 200,100	1,025	\$20,208 \$151,677	0\$ 8	54,792 48,423	27% 76%
TOTAL EXPENDITURES	9,884,961	5,626,528	46,135	\$2,812,618	0\$	2,813,910	20%
OTHER FINANCING SOURCES (USES) Transfers from General Fund Unreserved Capital Projects Fund Beg Bal Appropriated	2,648,968 6,935,993	1,499,074 8,856,965		\$0\$	0\$ \$	1,499,074	0% 100%
TOTAL OTHER FINANCING SOURCES	9,584,961	10,356,039		\$8,856,965	0\$	1,499,074	%98
Unrestricted Fund Balance		6,245,313	(39,306)	\$7,191,466	\$0	(946,153)	115%

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65-Employee Benefits Fund (an Internal Service Fund)
Statement of Revenues, Expenditures and Changes in Fund Net Assets
For the Fiscal Period Ending May 31, 2009

91.6% Year Elapsed

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget	
OPERATING REVENUES								
Charges for Employee Benefits	\$43,163	\$87,206	(\$177)	(\$1,249)	\$0	\$88,455	-1%	
OPERATING EXPENSES	43,163	87,206	(177)	(\$1,249)	0\$	88,455	-1%	
Employee Benefits	44,663	88,706		\$0	\$0	88,706	%0	
	44,663	88,706		\$0	\$0	88,706	%0	
Operating Income (Loss)	(1,500)	(1,500)	(177)	(\$1,249)	\$0	(251)	83%	
NON-OPERATING REVENUES Interest Revenues	1,500	1,500	4	\$904	0\$	596	%09	
Change in Non-Current PTO Liability			(133)	(\$345)	\$0	345	%0	
NOTE: Balance of Liability Account								
NON-CURRENT PTO LIABILITY - BEGINNING Calculated future liability added Current fiscal year usage of fund	(40,292) (44,663)	(46,769) (88,706)		(\$ 46,769) \$0 \$0	9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	(88,706)	700% 0% 0%	
NON-CURRENT PTO LIABILITY - ENDING	(84,955)	(135,475)		(\$46,769)	\$0	(88,706)	35%	

Community Events Sum	<u>ımary</u>		Event	City Budgeted	Expenditures	Remaining Balance
4	/20/2009	BUDGETED AMOUNT>>>>	Revenues	116,873		
700-Misc City Events	11-546-4112-700	Community Recreation	-	8,652	8,652	(0)
701-Community Clean-up	11-546-4112-701	Community Recreation	-	-	-	-
705-Sub for Santa	11-546-4112-705	Community Recreation	1,255	-	1,211	44
710-Youth City Council	11-546-4112-710	Community Recreation	1,093	1,547	2,640	(0)
711-City Birthday	11-546-4112-711	Community Recreation	-	-	-	-
713-Bark in the Park	11-546-4112-713	•	•	-	-	-
714-Night Out Against Crime	11-546-4112-714	•	-	10,801	10,801	-
715-Light the Night	11-546-4112-715	Community Recreation	-	-	-	-
716-Easter Egg Event		Community Recreation	-	4,128	4,128	(0)
717-Appreciation Dinner Event	11-546-4112-717	Community Recreation	•	-	• .	-
718-Tennis Title Sponsor Event		Community Recreation	-	1,500	1,500	-
719-Movie in the Park Event	11-546-4112-719		•	-	-	-
720-Meet the Candidate Event	11-546-4112-720	Community Recreation	-	2,154	2,154	-
721-Turkey Day Run	11-546-4112-721	Community Recreation	-	5,000	5,000	-
722-Relay for Life	11-546-4112-722	Community Recreation	-	694	694	(0)
724-Butlerville Days	11-546-4112-724	Community Recreation	29,023	39,331	68,354	
725-City History Comm/Utah Humar	nities Coi 11-546-4112-725	Community Recreation	2,700	2,300	1,052	3,948
726-City Cycling Committee	11-546-4112-726	Community Recreation	-	4,000	-	4,000
501-Local ZAP - Butlerville Days	11-546-4112-501	Community Recreation	-	- ,	-	-
		UNALLOCATED >>>>>>		36,766		36,766
		Totals	34,071	116,873	106,187	44,757

Other Programs/Projects	<u>Program</u> Funds				
4/20/2009	Booked	Budget	Expenditures	Remaining Budget	
Community Development Block Grant (200)	Federal	42,585	65,000	6,644	58,356
Arbor Day Grant (201)	Federal	-	-	-	-
Homeland Security Grant (202)	Federal	-	-	4,000	(4,000)
Storm Water Impact Fees (350)	Fees & Assessments	6,128	30,000	-	30,000
Transportation Impact Fees (351)	Fees & Assessments	11,243	30,000	-	30,000
Citizen CERT Training (402)	State Programs	-	-	-	-
Class C Roads (415)	State Programs	1,138,803	1,271,561	723,039	548,522
50/50 Citizen Funds (415)	City Inititives	11,422	-	-	-
Private Donations - K-9 (802)	City Inititives	11,500	11,500	11,909	(409)
Private Donations - Dare (803)	City Inititives	3,500	3,500	3,995	(495)
Private Donations - Crime Victims Fund (804)	City Inititives		15,080	9,379	5,702
New School District (805)	City Inititives	-	-		-
Justive Assistance Grants (806)	Public Safety	7,521	24,174	3,423	20,751
BVP Grant (807)	Public Safety	_	11,382	-	11,382
State DUI-OT Grant (809)	Public Safety	6,109	14,875	6,109	8,766
		1,238,810	1,477,072	768,498	708,574

<u>Capital Projects</u> See report on page 10 for Capital Projects.